

**COMPENSATION BOARD
LIDS ADVISORY COMMITTEE
AGENDA**

**August 13, 2003
9:00 a.m.**

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- **Opening Remarks** **Sue 9:00 a.m.**
 - June 12, 2003 Minutes
 - Thank you

 - **LIDS Enhancement Update:** **Anne 9:30 – 10:30**
 - Inquiry
 - a. Insurance Number inquiry needs to have the capability to search by name - goal is August 1, 2003.
 - Reconciliation
 - a. Financial reconciliation needs to change so they can view details of adjustment-by-adjustment category - goal is August 31, 2003.
 - Billing Report Logic for Federal Inmates
 - a. Charlie Gray of Virginia Beach City would like the day count changed in LIDS. The report will be placed in test mode CIDH for testing.
 - Report Request
 - a. Charlie Gray, Virginia Beach City Jail requested detainer report be developed that lists inmates having detainers. Anne Wilmoth, Compensation Board, will place the detainer report in test mode CIDH on LIDS for member testing.
 - b. Per Diem Reimbursement report.
Anne Wilmoth, Compensation Board, would like to make this available 12/31/03. Janet Severson, Blue Ridge Regional Jail, volunteered to test it. Anne Wilmoth will ask Charlie Gray, Virginia Beach City Jail and Julie Devoe-Ginn, Pamunkey Regional Jail to test it, also.
 - FIPS 888 Out of State/Federal Inmates – Mary Payton, Norfolk City.
 - a. Committee voted to include Reason Confine codes 73 (Held for Federal Authority/District of Columbia), 74 (Held for Out of State Authority), and 79 (Held for Out of State Holds and/or Overnight Transports) with the 888 (unspecified) hold. Goal date: September 30, 2003.
 - Update Offenses – Cindy Angle, Montgomery County
 - a. When updating one offense, give the ability to press Enter, and automatically go to the next offense. Committee approved adding a tag to update offenses. Goal date is October 31, 2003.
 - Enhancement to Financial Reconciliation Screen – Alice Coe, Compensation Board.
 - a. Committee approved – Anne Wilmoth, Compensation Board, proposed a March 31, 2004 completion date, and will need users to test.

 - **Break** **10:30 – 10:45**

 - **Forwarded/Continued from last meeting** **Anne 10:45 – 12:00**
 - LIDS Enhancements
 - ✓ Altering the possible error report and the data integrity report so that if a sentence length is not within the sentencing guidelines, it will kick out as a possible error/data integrity issue. *To be discussed at the November 2003 meeting.*
 - ✓ Sentence Length Within Sentence Guidelines analysis and program revisions. *To be discussed at the November 2003 meeting.*
 - Good time fields– should they be expanded to include hours?
 - Disposition to show the balance of a suspended sentence – La'Shawn Knox, Alexandria City.
Anne Wilmoth, Compensation Board, will contact Rosa Ammons, Alexandria City, to obtain more information and to see if this is still necessary.
 - Debbie Hamlet, Blue Ridge Regional Jail, asked how to code out Jail Contract Bed inmates ('26 – Work Release and/or Work Release – Jail Contract Bed inmate) released to a local emergency medical and/or hospital using Release Reason Code '45' – To Emergency Medical Hospital/Local Medical Center and rebooking on LIDS using Reason Confined Code '37' - Held in a Local Emergency Medical and/or Hospital) on LIDS and still receive the additional \$14 per diem (for JCB). Need to further discuss and need the auditor's opinion.

- **Break** **12:00 – 1:00**
- **New Issues** **Committee 1:00 – 2:15**
 - Restructuring/grouping of Forms Maintenance reports
 - ✓ Additional report request - audit reports/queries
 - Report Requests
 - ✓ Debbie Hamlet, Blue Ridge Regional Jail- a new report to capture facility location.
 - ✓ Ron Wise, Alexandria City – a new report to capture local responsible and state responsible inmates.
 - ✓ Karen Day, Danville City – add query for a Detailed Summary to check written log book against LIDS during in-house audit.
 - ✓ Reginald Tinsley, Richmond City – a new report that compares current roster or ending count with ending count of previous month that reports the plus and minus details of commits and releases, and details inmates currently committed that were not committed in previous ending count and inmates that were released that were active in the previous ending count.
 - Sue Kelly-Graham, Compensation Board, made suggestion that the meeting Agenda and Minutes be posted on the Compensation Board website in lieu of e-mail notification.
- **Committee Resignations** **Alice 2:15 – 2:30**
 - F. Glen Aylor, Central Virginia Regional Jail, effective October 1, 2003
- **Committee Recommendations**
 - Bruce Folks, Rockingham County Jail
 - Kim Vanhoy, Smyth County Jail
- **Discuss Quarterly Committee Dates** **2:30 – 2:35**
 - November, 2003 - Meeting Place ?
 - February, 2004 - Meeting Place ?
- **Jail Tour** **2:35 – 3:00**